



ATTORNEY'S DOCKET NO. L0562/7015

2562/7015
#3

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

Applicants: William Wheeler, et al.
Serial No: 09/825,450
Filed: April 3, 2001
For: INTEGRATED INTEROFFICE MAIL DELIVERY AND
E-MAIL NOTIFICATION SYSTEM

Examiner: ----
Art Unit: ----
Batch No. ----

Certificate of Mailing

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Susan C. Harrison

BOX MISSING PARTS
COMMISSIONER FOR PATENTS
WASHINGTON, D.C. 20231

Sir:

Transmitted herewith is/are the following document(s):

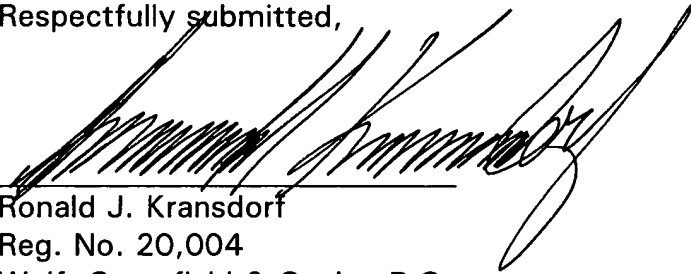
- ☒ 2 Declarations for Patent Application (Signed)
- ☒ Copy of Notice to File Missing Parts
- ☒ Return Receipt Postcard
- ☒ Substitute Drawings (11)

If the enclosed papers are considered incomplete, the Mail Room and/or the Application Branch is respectfully requested to contact the undersigned at (617)720-3500, Boston, Massachusetts.

09/825,450-072301

A check in the amount of \$1460.00 is enclosed. If the fee is insufficient, the balance may be charged to the account of the undersigned, Deposit Account No. 23/2825. A duplicate of this sheet is enclosed.

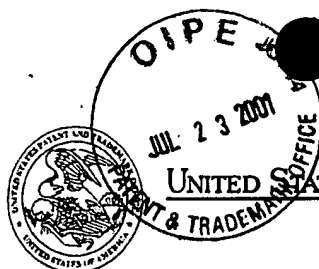
Respectfully submitted,



Ronald J. Kransdorf
Reg. No. 20,004
Wolf, Greenfield & Sacks, P.C.
600 Atlantic Avenue
Boston, MA 02210-2211
(617)720-3500

Date: July 18,2001

09/825,450-072301



UNITED STATES PATENT AND TRADEMARK OFFICE

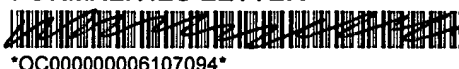
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UNITED STATES PATENT AND TRADEMARK OFFICE
WASHINGTON, D.C. 20231
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APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/825,450	04/03/2001	William Wheeler	L0562/7015

CONFIRMATION NO. 1789

23628
WOLF GREENFIELD & SACKS, PC
FEDERAL RESERVE PLAZA
600 ATLANTIC AVENUE
BOSTON, MA 02210-2211

FORMALITIES LETTER



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Date Mailed: 05/23/2001

DOCKETED
JUN 06 2001

NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

07/25/2001 MABDI1 00000037 09825450

FILED UNDER 37 CFR 1.53(b)

01 FC-101	710.00 OP
02 FC-102	80.00 OP
03 FC-103	540.00 OP
04 FC-105	130.00 OP

Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The statutory basic filing fee is missing.
Applicant must submit \$ 710 to complete the basic filing fee and/or file a small entity statement claiming such status (37 CFR 1.27).
- Total additional claim fee(s) for this application is \$620.
 - \$540 for 30 total claims over 20.
 - \$80 for 1 independent claims over 3.
- The oath or declaration is missing.
A properly signed oath or declaration in compliance with 37 CFR 1.63, identifying the application by the above Application Number and Filing Date, is required.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- The balance due by applicant is \$ 1460.

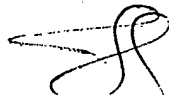
The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- Substitute drawings in compliance with 37 CFR 1.84 because:
 - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. (5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);
 - more than one figure is present and each figure is not labeled "Fig." with a

consecutive Arabic numeral (1, 2, etc.) or an Arabic numeral and capital letter in the English alphabet (A, B, etc.)(see 37 CFR 1.84(u)(1));

*A copy of this notice **MUST** be returned with the reply.*



Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 1 - ATTORNEY/APPLICANT COPY

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F022/0-05452860